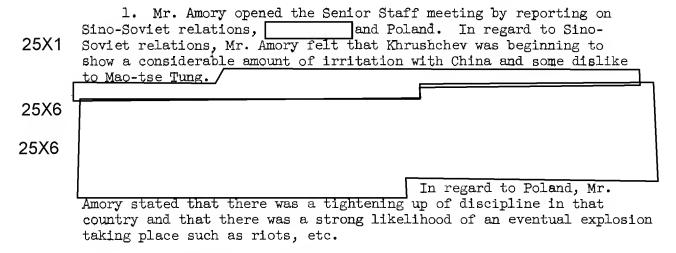
## AGENDA FOR SENIOR STAFF MEETING Manday - 7 December

1030

1.	Mr. Amery	World Roundup
2.	Mr. Dulles	Comment on the Budget
3.	Mr. Kirkpatrick	Report on Meeting of Prepident's Board
4.	Mr. Kirkpatrick	Publications Sourd
5.	Mr. Airkpatrick	Response to Congressional Inquiries
6.	Mr. Saunders	Christmas Pay Day
7.	Mr. Siewazi	United Givers Fund

MEMORANDUM FOR THE RECORD

SUBJECT: Senior Staff Meeting, 7 December 1959



The Director reported on the budget situation and advised that even though our budget has been cut fairly heavily by the Bureau of the Budget, we still have sufficient operating funds without serious cut-backs. Mr. Dulles asked each of the major components to prepare a list of all major projects in which there had been a cut-back or a termination and that he would use this list in his appearance next year before the Bureau of the Budget.

the whole his trip was most gratifying, that station personnel were trying very hard, that there was excellent teamwork and that there was a great improvement in personnel relations in the field over the past year. Mr. Helms felt that the station chiefs were very economy minded and very shortly there would be evidence coming into Headquarters of personnel cuts. Mr. Helms felt that the people in the field were very much aware of the improvement made by Headquarters in career service, personnel assignments, etc.

4. Mr. FitzGerald gave a fairly brief report on conditions existing areas. Mr. FitzGerald commented on the fact that in most of the Far

East area, there was considerable work being done now on the Communist Party, identification of members of the Communist Party and finding out more about the objectives of the Party.

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25X1	Board of Consultants and advised that the last meeting of this Board constituted the 4th such meeting this year. Mr. Kirkpatrick stated that two of the objectives discussed concerned and the Watch Committee mechanization. He stated that a report was now being prepared to go to the President which would constitute the 5th set of recommendations prepared by the Board.
	6. Mr. Kirkpatrick also reported on the CIA Publications Board which has the responsibility of setting the standards for all CIA publications. Mr. Kirkpatrick advised that the Board has an economy objective as well as the responsibility of making Agency publications as attractive as possible. This Board meets monthly and Mr. Kirkpatrick stated that at the present time, there were persons in the Agency authorized to reproduce material and that the Board was going to make an effort to reduce this list for the sake of economy and efficiency. Mr. Kirkpatrick also reported briefly on the matter of Congressional inquiries and he asked that an effort be made to have a rapid response in each individual case involving Congress.
	7. Mr. Saunders announced that Wednesday, 23 December, would be the Christmas payday although normally the payday for the period would fall on 25 December. Mr. Saunders advised that there would be a notice published very shortly announcing the Christmas holiday and the Christmas payday.
25X1	8. reported that the UGF Drive has now reached its goal.
	25X1 Assistant to the Director

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